

CONSULATE GENERAL OF THE UNITED STATES OF AMERICA, SHENYANG, CHINA
NON IMMIGRANT VISA UNIT
221 (g) ADMINISTRATIVE PROCESSING

The United States Consulate General Shenyang wishes to inform you that your case requires further administrative processing. Under 221(g) of the United States Immigration and Nationality Act (INA), a consular officer may not issue a visa to any applicant whose eligibility has not been clearly established. In your case, additional information is required for a determination of your eligibility.

When you leave the Consulate today, please take the post office receipt that was given to you by the visa officer and bring it to the China Post Office across the street from the Consulate. The post office will arrange for the return of your passport when the processing has concluded. We will notify you when the processing has concluded, at which time we will send your passport to China Post. Please do not make any concrete travel plans until we inform you that your visa is ready.

Important! Instructions for emailing: Please email or fax the information marked below to the Consulate as soon as possible so that we can continue to process your case. The information you provide should be in English. Email attachments must be in MS Word, PDF, or JPEG format. The subject line of the email must contain the "Batch #" listed below. If you fail, **within thirty days of the date listed below**, to provide the information that we have requested, we will stop processing of your application and your passport will be returned to you.

Email documents to **shenyangSAO@state.gov**

Employment Related Documents

1. ___ RESUME: Detailed resume/CV, including a list of your publications, in English.
2. ___ ITINERARY: Detailed itinerary, with contact names and telephone numbers, and exact purpose of travel for each location you plan to visit.
3. ___ INVITATION: Revised invitation letter from the inviting organization and/or the person who you will meet with their contact information. Please include a proposed date of arrival in the U.S. that allows enough time for the required administrative processing. Please see our website for current processing times.
4. ___ MEETING: Detailed description of what will be discussed at your meeting.
5. ___ EQUIPMENT: Complete description, including uses and users, of the equipment you will purchase or sell.
6. ___ TRAINING: Detailed description of the training you will receive.
7. ___ COMPANY: Detailed description of your company.
8. ___ CONTRACT: Copy of your contract with the U.S. company.
9. ___ U.S. COMPANY EXPORT LICENSE: Or, if pending, an export license application number covering your activity in the U.S.

Student/Research Related Documents

1. ___ RESUME: Detailed resume/CV, including a list of your publications, in English.
2. ___ ACCEPTANCE LETTER: Letter from the U.S. college/university/laboratory that you will attend.
3. ___ RESEARCH: Complete description of the research you plan to conduct in the U.S., including a description of the lab equipment that you will have access to and any practical applications of your research.
4. ___ ADVISOR BIOGRAPHY: Biography of your U.S. advising professor and/or head of department, including email addresses.
5. ___ FUNDING: Description of funding sources, including sources and amounts of funding from the U.S. government or from U.S. corporations assisting the U.S. government, which will be used to support your research.

Other

1. _____ Your application case number _____

Batch #: 11-002-123-1

Date: ____/____/____

Name(s) of Applicant(s):

To check the status of your application*, please visit <http://shenyang.usembassy-china.org.cn/ap-check.html>

*It may take 2-3 days for your application status to be updated on the website.